

MEMORANDUM

TO: MARGARET RIVERA, CHAIRPERSON  
FROM: WALTER A. OLIVERAS, VICE CHAIRPERSON (JULY 1991-JAN 1992)  
RE: PROGRAMS COMMITTEE ANNUAL REPORT  
DATE: JULY 3, 1992

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During the July 1991 Board of Directors' Retreat, The Board voted to create the ASPIRA student Assembly of N.J. (A.S.A.N.J.), which includes the ASPIRA Student Advisory Board (A.S.A.B.) The Programs Committee was given the responsibility to oversee its implementation of this ASPIRA student organization to begin during the 1991-1992 academic year.

The objective of the A.S.A.N.J. is to establish an organization for ASPIRA student members for the purpose of developing leadership within the ranks of the students ASPIRA serves and to be a medium (instrument) by which students would voice their concerns through their A.S.A.B. members at the ASPIRA Board of Directors. I must say that these objectives have been met in all levels, i.e., among students and A.S.A.B. members at the Board of Director's meetings.

Starting in September 1991, the agency was able to successfully, on short notice, organize elections for all A.S.A.B.'s positions at all ASPIRA County Centers. Election campaigning, although brief, (2 weeks), was undertaken with the use of videotapes, leaflets and personal involvements by the candidates. (All candidates in Essex County prepared speeches which were video taped for presentation at the various Essex County

ASPIRA Clubs).

During the 1991 ASPIRA Student Retreat, all the members of the A.S.A.B., and most of the Presidents and Vice Presidents of each ASPIRA Club gathered as the A.S.A.N.J. They were able to discuss various issues affecting them as students, and as ASPIRANTES. A preliminary agenda was rejected by the A.S.A.N.J., which voted that the A.S.A.B. should develop an agenda, which would account to those issues discussed in the retreat by the various County Center A.S.A.B.'s

In spite of budgetary and transportation problems, the A.S.A.B. met with enthusiasm several times for the purpose of developing a course of action and an agenda of issues to be presented to its constituents, and finally to the ASPIRA Board of Directors. The results were positive in that A.S.A.B., through its ex officio members were able to be the student voice for all the ASPIRANTES, and show, by doing so, the extent of leadership present in those students served by ASPIRA Inc. of New Jersey.

During the course of the A.S.A.N.J.'s implementation, several problems arose, which were:

1. Marketing of the concept
2. Budgetary problems
3. Staffing

In the marketing of the concept of the A.S.A.N.J., there was not sufficient time for training and preparation of the staff and students. Being a new student organization, there were questions concerning the roles that A.S.A.B. would play vis-a-vis the A.S.A.N.J., the County Center A.S.A.B.'s vis-a-vis the clubs,

and A.S.A.B. with the County Center A.S.A.B.'s. Most of the misunderstanding has been resolved thanks to Roberto Del Rio's efforts in providing ongoing training of all counselors and personal involvement in the A.S.A.B.

However, in order for the A.S.A.N.J. to be successful, a budget must be approved by the Board of Directors. During the course of the Fall of 1991, all A.S.A.B. members had to be transported from throughout the state to a specific location. (New Brunswick, Newark etc.) for their respective meetings. There was no budget for food, so, at times, I would donate money in order to provide the food. The A.S.A.B. was unable to form a newsletter partly because of the budgetary constraints. The newsletter, or any other means of communication by this organization is indispensable in order for the ASPIRA student body to be knowledgeable of the workings of their representatives. A budget of \$3,500 - \$5,400 was presented to Elvin Crespo, Vice Chairperson of the Finance Committee for discussion, and approval by the Board for year 1992-1993.

At present, the A.S.A.N.J. has been unable to have its A.S.A.B.'s election in April 1992, and to hold a convention in June 1992. This was the result, not only budgetary as described above, but due to the Agency's staffing problems. Since A.S.A.N.J.'s creation, Roberto Del Rios has devoted his time in its implementation. He has done so with excellent and effectiveness by working with the staff and the A.S.A.B. members as a facilitator. However, in March 1992, Roberto Del Rios' duties at the Agency were increased when he was promoted to Deputy Director and in April

1992, he suffered a family personal loss excusing him for a brief period of time from the Agency. In recognition that the implementation of the A.S.A.N.J should not fall upon a sole staff member, Mr. Del Rios assigned Reinaldo Cortes from Trenton as in charge in overseeing the entire implementation with Carmelo Figueroa assisting in the northern section of the state.

I most recognize that participation in this activity (A.S.A.N.J.) by a Board of Director member is essential. It allows the Board member to play a role of a mentor and an observer. I was fortunate to participate in all A.S.A.N.J. and A.S.A.B. meetings during the period of September 1991 through January 1992. Due to illness and personal obligations, I had to resign my functions as Vice Chairperson of Programs.

Aside from the A.S.A.N.J., the Programs Committee was able to meet in order to set priorities as to issues outlined in the 1991 three year plan. The Programs's Committee decided that a self assessment of all ASPIRA programs was in order, and presented its position to the Board of Directors. As a result, an Ad Hoc Committee was established pursuant to the three year plan under the direction of Richard Ramirez.

THE UNITED WAY AGREES:

1. To recognize the Agency's autonomy in determining its own policies for administering its programs within the scope and spirit of this Agreement.
2. To make only reasonable requests for reports, attendance at special meetings, etc.
3. To keep all channels of communication with its various departments and committees open to the agency for consideration of problems of common concern.
4. To set the campaign goal with due regard for agency requirements as well as an estimate of community giving.
5. To act as a responsible steward of the funds publicly contributed to the United Way by fully informing contributors about the allocation process and use of funds; submit all records to an annual audit.

This agreement shall be binding from January 1, thru December 31, 1994, unless terminated by the written notice of either party, which notice shall be given to either party at least three months in advance of the requested date of dissolution.

This agreement has been read and approved at the meeting of the governing body of this agency on \_\_\_\_\_, 19\_\_\_\_.

Agency: \_\_\_\_\_

President or Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

Executive Director: \_\_\_\_\_

United Way of Passaic Valley

President: CA [Signature]

Date: 6/24/93

Executive Director: Carol R. Meyer